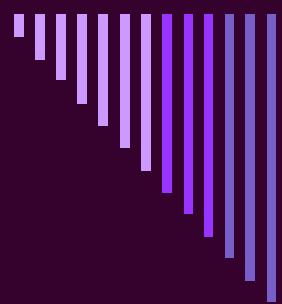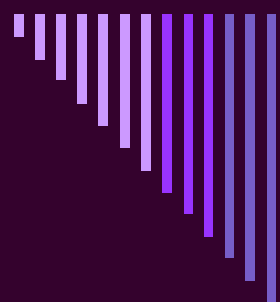# Transition Planning Without a Form

A six step process to achieve functional transition plans that meet IDEA 2004 requirements.
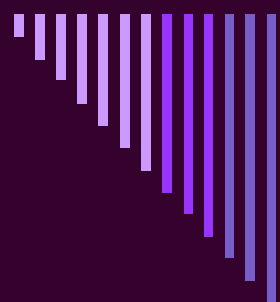
1. Indicate the student's chosen post-secondary goal in the areas of training or education, employment, and, as needed, independent living.

- Make sure the goal is measurable; can it be counted?
- Make sure the goal occurs *after* the student graduates from school.
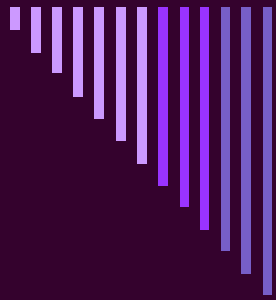
2. Document the use of age-appropriate transition assessments.

- Use assessments to help student determine post-secondary goals.
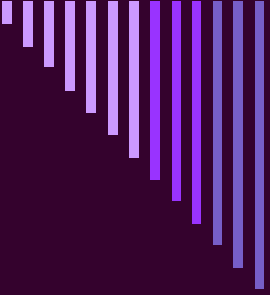- Use assessments to help identify annual goals.

3. Write measurable annual goals in the IEP that will reasonably enable the student to meet his/her post-secondary goal(s).

- Make sure that the annual goals are measurable.

- The annual goals should be designed to help the student make progress toward the post-secondary goal(s).
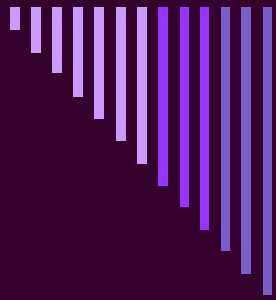
4. List the transition services that focus on improving the academic and functional achievement of the child to facilitate

movement from school to post-school.

- Instruction
- Related service
- Community experience
- Development of employment and other post-school adult living objectives
- If appropriate, acquisition of daily living skills
- If appropriate, provision of a functional vocational evaluation

5. Identify any transition services that are likely to be provided or paid for by other agencies.

- Obtain parent/student consent if agency representatives are to be invited to the IEP meeting.

- Check "Not needed" if it's too early to determine if the student will need outside agency involvement or if no agency is likely to provide or pay for transition services.

6.   Complete the course of study; it should focus on improving the academic and functional achievement of the student to facilitate his/her movement from school to post-school.

- Information may be in the SEOP.

- The course of study should be a multi-year description of coursework and instructional activities from the current year to the student's exit year.

- Make sure the course of study aligns with the student's post-secondary goals.